

LAFAYETTE COUNTY
EMERGENCY OPERATIONS
BASIC PLAN

I. PURPOSE

This plan will establish policies and procedures that may allow political subdivisions of Lafayette County and the cities therein to save lives, minimize injuries, protect property, preserve functioning civil government, and maintain and recovery from natural, technological, and war-related disasters. It will establish the guidelines for conducting efficient, effective, coordinated emergency operations involving the use of all resources belonging to Lafayette County or available to it.

This plan will outline suggested actions to be taken by local government officials and cooperating private or volunteer organizations to: 1) prevent avoidable disasters and reduce the vulnerability of Lafayette County residents to any disaster that may strike; 2) establish capabilities for protecting citizens from the affects of disasters; 3) respond effectively to the actual occurrence of disasters; and 4) provide for recovery in the aftermath of any emergency involving extensive damage within the county.

It is not the intent of this plan to attempt to deal with those events that happen on a daily basis, which do not cause widespread problems and are handled routinely by the city and/or county agencies. It will, however, attempt to deal with those occurrences such as floods, tornadoes, earthquakes, etc., which create needs and cause suffering that the victims cannot alleviate without assistance, and that requires an extraordinary commitment of government resources.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Lafayette County is a rural county located in west central Missouri. The northern boundary is the Missouri River, and is bordered to the east by Saline County and to the south by Johnson County and to the west by Jackson County.

Its borders encompass 629.4 square miles.

2. Based on the 2000 Census, Lafayette County has a population of 32,960 which is a 6% increase since the 1990 census was conducted.

Lexington, the county seat, is now the third largest town with a population of 4,453. Other cities and their population are Napoleon (208), Wellington (784), Higginsville (4,682), Odessa (4,818), Corder (427), Concordia (2,360), Dover (108), Aullville (86), Waverley (806), Alma (399), Bates City (245), Mayview (294) and parts of Emma and Oak Grove. Of a total population of 32,960, only

about 39% reside in unincorporated areas of the county.

3. Lafayette County is vulnerable to many hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. The identified natural hazards include flash flooding, tornadoes, wildfires, earthquake and severe winter storms. Other technological disasters include dam failure, hazardous, hazardous materials incidents, power failure, transportation incidents, and urban fire. There is also the threat of a terrorist act which could come in many different forms, including nuclear attack.
4. Lafayette County has capabilities and resources, which, if effectively employed, would minimize or eliminate the loss of life and damage to property in the event of an emergency or major disaster. This must include the utilization of private and volunteer organizations to the greatest extent possible.
5. Mutual aid agreements, both written and verbal, exist between many of the emergency service agencies, the subdivisions in the county and surrounding areas.
6. Several emergency conditions could necessitate evacuation within the county, such as hazardous materials incidents, flooding, pipeline ruptures, etc.
7. This All-Hazard Disaster Plan is being developed and maintained as required by local executive order, pursuant to Missouri State Law, Chapter 44, RSMo, and Federal Emergency Management Agency (FEMA) guidance.

B. Assumptions

1. Some of the situations as previously stated may occur after implementation of warning and other preparedness measures, but others may occur with little or no warning.
2. Officials of Lafayette County are aware of the possible occurrence of an emergency or major disaster and are also aware of their responsibilities in the execution of this plan and will fulfill these responsibilities as needed.
3. The proper implementation of this plan will reduce or prevent the loss of lives and damage to property in Lafayette County.
4. Depending upon the severity and magnitude of the situation, local resources may not be adequate to deal with every occurrence. It may be necessary to request assistance through volunteer organizations, the private sector, mutual aid agreements, or state and federal sources.
5. This all-hazard disaster plan addresses the needs of the unincorporated areas of Lafayette County, as well as the needs of the residents of the municipalities within the county. The intent of this plan is to foster cooperation in disaster response and recovery operations within the county.

III. CONCEPT OF OPERATIONS

A. General

1. It is the responsibility of local government to provide for a comprehensive emergency management program that meets the emergency needs of those who either have been or might be affected by an emergency or major disaster. When the emergency exceeds the local government's capability to respond, assistance will be requested from the state government. If additional assistance is needed beyond state capabilities, the state will coordinate requests to proper federal agencies.
2. The chief elected official is ultimately responsible for emergency management activities within the boundaries of the jurisdiction. The Lafayette County Commission is responsible for those activities in the unincorporated areas of the county and in those incorporated communities that do not have a local emergency management organization (see Title XI, Division 10, Chapter 11, of the Missouri Code of Regulations). The chief elected official of each municipality (i.e., Mayor) has a similar responsibility within their corporate boundaries. These officials can delegate their authority, but never their responsibility. Throughout this plan, the term Presiding Commissioner and County Executive is interchangeable.
3. At no time may the County Legislature supersede the authority of the elected officials of any of the incorporated subdivisions unless: (1) requested to do so by those elected officials, (2) the local subdivisions' governmental body is incapacitated or ceases to exist, or (3) empowered to do so by the governor under the authority of Chapter 44, RSMo. Although they participate in this plan, the subdivisions within the county should develop their own local plans.
4. The County of Lafayette, or any towns, villages, or fire districts may, within their respective areas, adopt and carry out their own emergency management plans, and that none of these entities are placed in a position of superiority or subordination to the other in this respect.
5. This plan is based on the concept that the emergency functions assigned to the various groups, organizations, and individuals involved in this plan will parallel their normal day-to-day functions as closely as possible. The same personnel and material resources will be employed as much as possible in both normal and emergency functions.
6. Those day-to-day functions that do not contribute directly to the emergency operations may be suspended for the duration of the emergency. The efforts that would normally be required for those functions will be redirected to the accomplishment of emergency tasks by the agency concerned.
7. This plan or portions thereof will be implemented according to the emergency

classification and control procedures set forth in Appendix 3 to this Basic Plan. The procedures discussed under this appendix will describe what happens when an emergency/disaster occurs, activation of the EOC, response procedures that will take place, and notification of departments/individuals.

8. By County Code, Lafayette County created an emergency management organization responsible for the preparation and implementation of emergency functions for Lafayette County in accordance with Chapter 44, RSMo, and the State of Missouri Emergency Operations Plan.

B. Operational Time Frames

This plan is concerned with all types of hazards that may develop in Lafayette County and must account for activities before, during, and after an occurrence. The following operational time frames were established for the various actions to be performed within the scope of this plan:

1. Mitigation--A period of time during which activities are undertaken by individuals/ departments to improve their capabilities to respond to a potential emergency and fulfill their assigned responsibilities.
2. Preparation--A period of time during which activities are undertaken by individuals/departments to increase their readiness posture during periods of heightened risk.
3. Response--A period of time during which activities are undertaken by individuals/departments to respond to an occurrence that threatens or harms people/property.
4. Recovery--A period of time during which activities are undertaken by individuals/departments to provide for the welfare of the people following a disaster and/or emergency.

IV. **ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

A. Organization

1. Most of the departments within local governments have emergency functions in addition to their normal, day-to-day duties which parallel or compliment normal functions. The emergency management organization in Lafayette County will be set up along the following functional lines:

- a. Direction and Control
- b. Communications and Warning

- c. Emergency Public Information
 - d. Damage Assessment
 - e. Law Enforcement
 - f. Fire and Rescue
 - g. Resource and Supply
 - h. Hazardous Materials
 - i. Public Works
 - j. Evacuation
 - k. In-Place Shelter (Attack)
 - l. Reception and Care
 - m. Health and Medical
 - n. Terrorism Response
2. Lafayette County and each incorporated subdivision should provide a capability in each of these functional areas. In some cases an agency handles a particular operation for both on day-to-day basis (i.e., Red Cross, Family Services, County Health Center, etc.)
 3. The organizational chart for Lafayette County is located in Appendix 1 to the Basic Plan.

B. Assignment of Responsibilities

1. Specific groups, departments/agencies, and individuals will be assigned primary and/or support responsibilities to prepare for and to perform each of the functions listed above. In some cases a function will be assigned to a county official or agency, while others to city agencies or a combination thereof. Assignments for Lafayette County are identified on a chart in Appendix 2.
2. The specific tasks to be performed in each function are found in detail in each functional annex. Appendix 2 to the Basic Plan contains a basic list of task assignments by function common for a county organization.
3. It will be the responsibility of those agencies and individuals having a primary/secondary assignment to develop and maintain current standard operating guidelines (SOGs) and checklists which detail how their assigned tasks will be performed to support implementing this plan.

4. Government at all levels and private sector organizations involved in community service activities have responsibilities for maintaining awareness of and being prepared to provide for the needs of persons with disabilities or other special problems. Throughout this EOP, the requirements of special needs groups will be addressed (i.e., providing medical, transportation, and other related support during emergency situations for the handicapped, elderly, etc.).

V. DIRECTION AND CONTROL

A. General

1. The Presiding Commissioner/County Executive of Lafayette County (or his/her designated representative) is responsible for emergency management activities as outlined in this plan and directing emergency response within the confines of the jurisdiction.
2. The County Emergency Management Director is responsible for the following:
 - a. Coordination of all emergency management activities.
 - b. Decisions on routine day-to-day matters pertaining to emergency management.
 - c. Advising on courses of action available for major decisions.
 - d. Ensuring proper functioning of the EOC during emergency operations.
 - e. Acting as liaison with other local, state and federal emergency management agencies.
 - f. Coordinate EOC operations.
 - g. Other duties as outlined in the local ordinances, court orders, and agreements.

B. Emergency Operations Center (EOC)

1. Lafayette County is subject to many hazards that would require decentralized control and coordination of units in the field.
2. Lafayette County will control its emergency operations from the Dryer Annex located at 1106 Main Street, Lexington, Missouri.

The alternate location for the EOC will be the Lafayette County Law Enforcement Center, Lexington, Missouri.

3. Other communities will operate independent of each other and operate their own EOCs unless they relegate their authority to another jurisdiction or higher form of government.
4. The EOCs will be manned generally according to the level of emergency or Appendix 3 to this Basic Plan.

VI. CONTINUITY OF GOVERNMENT

Effective comprehensive emergency management operations depend upon two important factors to ensure continuity in government from the highest to the lowest level: 1) lines of succession for officials, agency/department heads, and authorized personnel; and 2) preservation of records.

A. Lines of Succession

In the event that an official or agency charged with participating in emergency operations is unable to perform, lines of succession will be established to ensure continuous emergency services are provided.

1. The line of succession for Lafayette County is from the County Commission down through the County Clerk as follows:
 - a. Presiding Commissioner
 - b. Northern Commissioner
 - c. Southern Commissioner
 - d. County Clerk
2. The lines of succession for the mayors of the incorporated jurisdictions are to their mayor pro-tem to be followed by members of their city council as local plans dictate.
3. The line of succession for the Lafayette County Emergency Management Director is through the Deputy Emergency Management Director. This would also apply to other individual jurisdictions having an emergency management organization.
4. The line of succession for each department head is according to the standard operating procedures established by each department (See annexes and SOGs).
5. In the event circumstances resulting from a disaster prevent a political entity from performing effective operations, Lafayette County may assume authority until that political entity is able to adequately resume operations.

B. Preservation of Records

1. Vital records for Lafayette County are stored in several vaults throughout the courthouse(s). There are also provisions for computer storage of records in the assessment offices, while other needs for record storage are accomplished by using adjacent or nearby buildings.
2. In order to provide normal government operations after a disaster, all vital records of both a public and private nature recorded by such county and city officials as the clerk, tax collector, tax assessor, etc., must be protected and preserved. These would include legal documents, property deeds, tax records, etc. The following guidelines will apply:
 - a. Certain records and documents are vital to the continuance of government following a major disruption of normal activities such as a major disaster. These records and documents are to be identified by officials responsible for their day-to-day maintenance.
 - b. Resources from local government will be allocated to provide for one or more of the following options: 1) duplication of all such records, 2) timely movement to secure or safe areas outside the danger area, and/or development of secure and safe storage areas in Lafayette County.
3. Each emergency support service (i.e., law enforcement, fire, public works, etc.) must establish procedures to protect records deemed essential for continuing government functions and the conduct of emergency operations.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. Emergency authority (See Part IX, Authorities and References).

2. Reports and records as required will be submitted to the proper authorities in accordance with the instructions in the individual annexes.
3. Agreements and understandings with other local jurisdictions, higher levels of government and other agencies can be utilized to supplement local resources should an emergency situation exhaust the capabilities of Lafayette County. Requests for such assistance will be made in accordance with negotiated mutual aid agreements and understandings. All such agreements should be formalized in writing whenever possible.
4. Discrimination on the grounds of race, color, religion, nationality, sex, age, handicap, or economic status will not be allowed in the execution of emergency management functions. This policy applies to all levels of local government.
5. Disaster assistance from the state or federal government will be utilized in accordance with their provisions and statutes. Requests for such assistance can only be made by the chief elected official of the jurisdiction (i.e., Presiding Commissioner/County Executive, Mayor) or their designated successor and must be submitted to the Governor of Missouri.
6. Review and written concurrence of this plan and its annexes will be accomplished as follows: Each agency/department of government and private sector organizations assigned emergency responsibilities will review this plan. They will report their concurrence to the Lafayette County Emergency Management Director. The County Commissioners will sign the promulgation document for all departments and organizations.

B. Logistics

1. Whenever possible, procurement of necessary resources will be accomplished using normal day-to-day channels.
2. During unusual situations when such constraints would result in the loss of life and property, normal requisition procedures can be circumvented. This will be done under the authorities and by the procedures set forth in the local ordinances.
3. Establish policy for obtaining and using facilities, materials, services, and other resources required to support emergency operations.
4. Set up procedures for receiving and managing the donations and services of individual citizens, private sector organizations, and others not included in the formal response structure.
5. Identify, as appropriate, special or critical resources required for radiological and chemical analysis, environmental assessment, biological sampling, etc.
6. Develop procedures for inventory, storage, maintenance, and replacement of administrative and logistical support items during emergency conditions.

7. Identify the availability and accessibility of resources from neighboring jurisdictions, military installations, the state and the federal government.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The Lafayette County EOP was developed through the efforts of Lafayette County with assistance provided by the State Emergency Management Agency. During the development, various agencies, organizations, and county and city governments were interviewed to discuss their roles, responsibilities, and capabilities in an emergency. This plan is a result of their input.
- B. The Lafayette County EOP is a all-hazard, functional plan, broken into three components: 1) a basic plan that serves as an overview of the jurisdiction's approach to emergency management, 2) annexes that address specific activities critical to emergency response and recovery, and 3) appendices which support each annex and contain technical information, details, and methods for use in emergency operations.
- C. The Basic Plan is to be used primarily by the County Commission and public policy officials of a jurisdiction but all individuals/agencies involved in the EOP should be familiar with it. The annexes are to be used by the operational managers and the appendices are for disaster response personnel.
- D. The contents of this plan must be understood by those who will implement it or it will not be effective. Thus, the Lafayette County Emergency Management Director will brief the appropriate officials as they assume their duties.
- E. Each organization/agency with an assigned task will be responsible for the development and maintenance of their respective segments of the plan (See Part IV, Organization and Assignment of Responsibilities). They will update their portion of the plan as needed based on experience in emergencies, deficiencies identified through drills and exercises, and changes in government structure and emergency organizations.
- F. The County Emergency Management Director will initiate an annual review of the plan by all officials and agencies. He or she will ensure that necessary changes and revisions to the plan are prepared, coordinated, published, and distributed. This director will provide a copy of the plan revisions to all organizations/agencies assigned responsibility for implementation of the plan.
- G. This plan will be activated once a year in the form of a simulated emergency, taking into account actual events in order to determine if revisions can be made that would improve disaster response and recovery operations. This will also provide practical controlled operations experience to those who have EOC responsibilities.
- H. This plan or any portions thereof will be activated by the order of the chief elected official present, or by the procedures set forth in this plan.

- I. This plan will become effective upon the date it is approved and signed by the chief elected officials of Lafayette County.

IX. AUTHORITIES AND REFERENCES

- A. Federal Public Law 93-288, Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended
- B. Federal Public Law 99-499, SARA Title III
- C. Federal Civil Preparedness Guides (CPGs) 1-8 and 1-8A, as amended
- D. Revised Statutes of Missouri, Chapter 55, as amended
- E. Revised Statutes of Missouri, 49.070
- F. Missouri Code of Regulations, Title II, Division 10, Chapter II
- G. State of Missouri Emergency Operations Plan, as amended
- H. Opinion Attorney General No. 73 Antoine, 8-1-68 The Missouri Civil Defense Act (Chapter 44, RSMo)
- I. Lafayette County Code establishing the Lafayette County Civil Defense Program, October, 1983.
- J. Homeland Security Presidential Decision (HSPD)-5, dtd February 28, 2003.
- K. Presidential Decision Directive (PDD)-39, dtd June 21, 1995.

APPENDICES

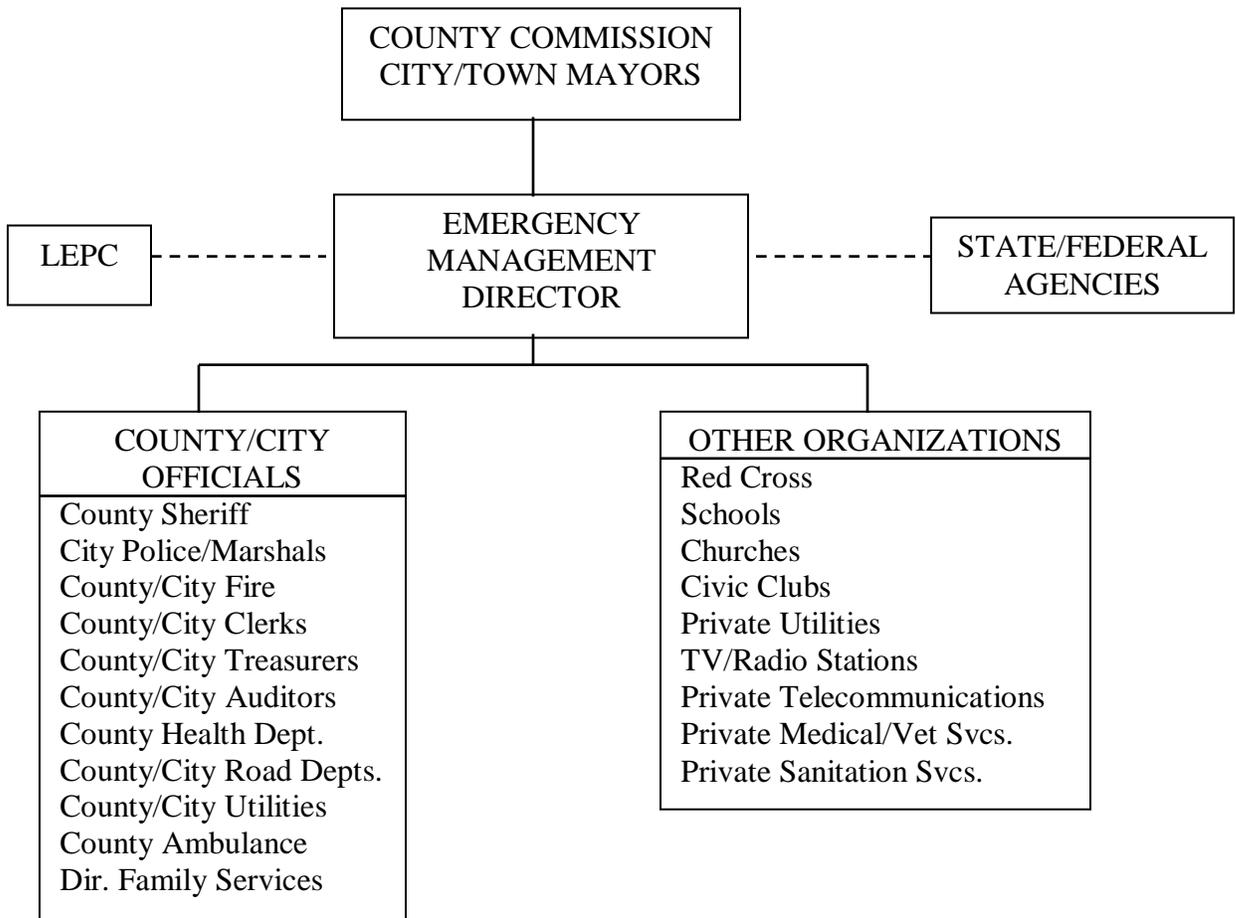
1. Lafayette County Emergency (Disaster) Organizational Charts
2. Assignment of Responsibilities

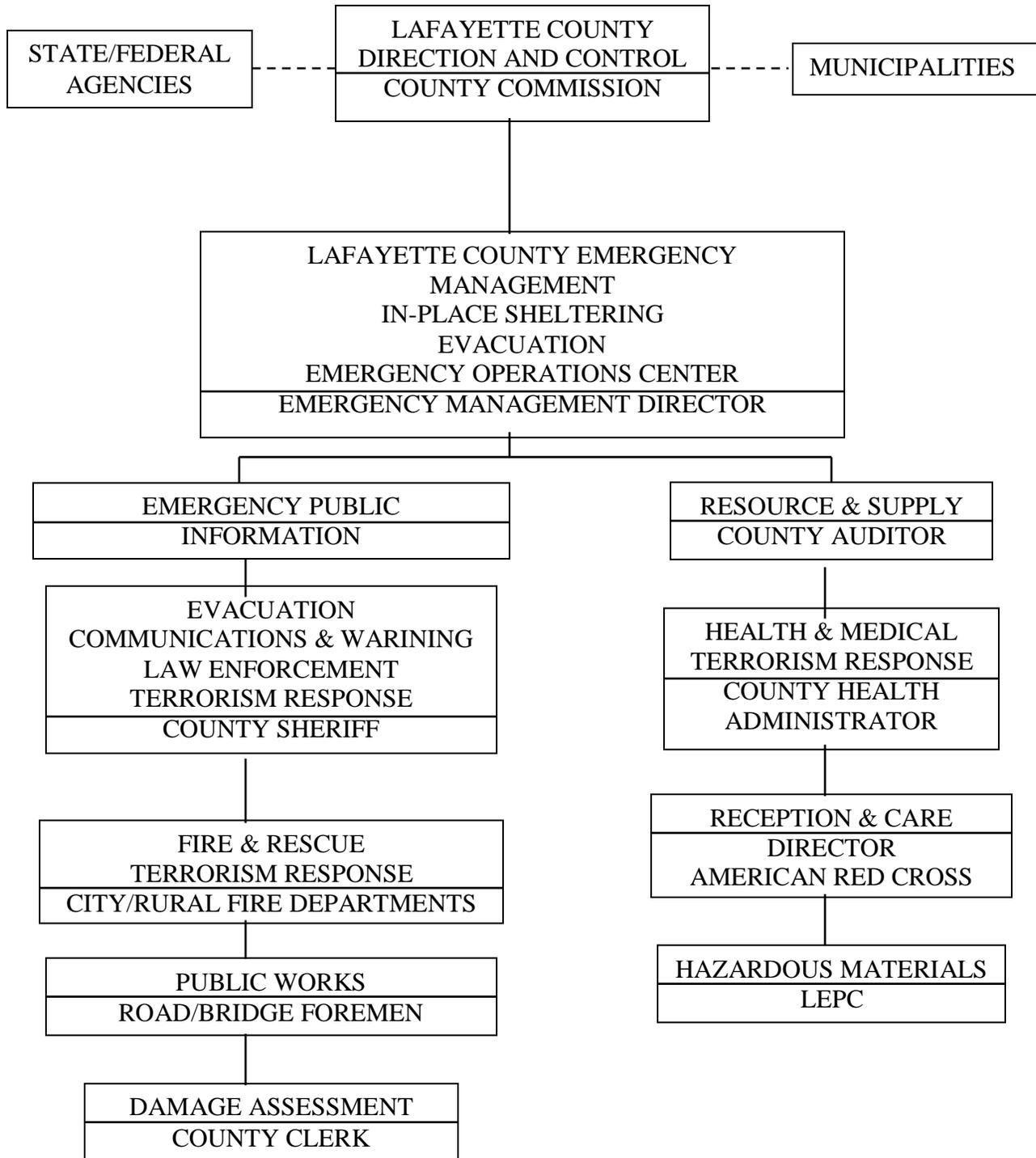
Attachment A - Functions and Responsibilities Charts
Attachment B - Task Assignments by Function
3. Emergency (Disaster) Classification and Control Procedures
4. Procedures for Requesting State and Federal Assistance

Attachment A - Contact Numbers
5. Emergency Government Proclamation of a State of Emergency in Lafayette County, Missouri
6. Hazard Analysis

Attachment A - Earthquake Response
Attachment B - Projected Earthquake Intensities

LAFAYETTE COUNTY EMERGENCY (DISASTER) ORGANIZATIONAL CHARTS





Appendix 2 to the Basic Plan

ASSIGNMENT OF RESPONSIBILITIES

A. Functions and Responsibility Charts (Attachment A)

1. These charts will assign specific agencies and/or individuals the responsibility to prepare for and to perform each of the thirteen (13) identified emergency management functions (See Part IV of this Basic Plan) and also whether it is a primary or supporting role.
2. These charts are general in nature and should not be considered all inclusive.

B. Task Assignments by Function (Attachment B)

1. Following the P & S Charts there is a basic list of tasks to be assigned to each function.
2. These are only general lists that will be expanded in the various annexes.

Attachment A
Appendix 2 to the Basic Plan

FUNCTIONS AND RESPONSIBILITIES CHART

FUNCTIONAL ANNEX		A	B	C	D	E	F	G	H	I	J	K	L	M	N
P = Primary Responsibility S = Support Responsibility * = Shared Responsibility	F U N C T I O 	D	C	E	D	L	F	R	H	P	E	I	R	H	T
		I	O	M	A	A	I	E	A	U	V	N	E	E	E
		R	M	R	M	W	R	S	A	B	A	P	C	C	R
		E	M	G	A	E	E	O	Z	L	C	L	E	E	R
		C	U	N	G	N	&	U	A	I	C	A	C	P	O
		T	N	E	E	F	R	R	R	C	U	C	E	I	R
		I	I	N	A	O	R	C	D	W	A	S	I	O	R
		O	C	C	S	R	E	E	O	O	T	H	N	N	R
		N	A	Y	S	C	S	S	S	S	I	S	&	M	I
		&	T	P	S	E	S	U	U	W	S	S	C	E	S
		C	I	U	S	M	C	P	S	H	H	H	A	D	R
		O	O	B	S	E	U	P	M	E	L	L	R	E	R
		N	N	L	S	M	E	P	A	S	T	T	C	I	R
		C	S	I	S	E	M	L	T	R	E	R	A	C	R
		O	W	C	S	E	E	S	E	I	A	R	R	E	S
		N	A	I	S	M	C	U	R	S	S	I	C	A	P
		T	R	N	S	E	U	P	I	H	H	H	A	L	O
		R	O	I	S	E	P	L	A	E	E	E	R	E	N
		O	N	C	S	M	E	Y	L	S	S	S	R	I	S
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		O	O	B	S	M	E	P	A	S	S	S	I	C	O
		N	N	L	S	E	E	S	E	I	A	R	R	E	N
County Commission	P		S					S		P	S	S			
Emergency Management Director	S							S			P	S			
Sheriff	S	P	S		P	S		S		S*		S			P*
County Road & Bridge Superintendent	S	S		S		S		S	P*	S*		S			
Local Fire Chief	S	S				P		S				S			P*
Public Information Officer	S	S	P					S		S	S	S			
LEPC/Incident Commander	S		S					P			S				
Hospital Administrators	S		S					S				S	P*		
County Ambulance District Admin.	S	S	S					S				S	P*		
County Coroner	S		S										P*		
County Health Department Admin.	S		S							S		S	P*		P*
County Environmental Sanitarian	S									S		S			
County Clerk	S			P											
County Auditor	S						P								
Red Cross												P			
County Assessor				S											

Attachment B to Appendix 2 of the Basic Plan

TASKS ASSIGNMENTS BY FUNCTION

- A. Direction and Control--County Commission, Mayors, City Administrator
 - 1. Policy decisions relating to Emergency Management
 - 2. Planning for Emergency Management
 - 3. Hazard Mitigation activities
 - 4. Control of operations during disasters
 - 5. Coordinate and direct relief and recovery operations
 - 6. Coordinating all Emergency Management activities
 - 7. Testing and Exercising
 - 8. Maintenance of current capabilities
 - 9. Emergency Public Information
- B. Communications and Warning--County Sheriff, Police, County Communications Officer
 - 1. Monitoring all emergency situations to ensure proper response
 - 2. Developing and maintaining Communications plans and procedures
 - 3. Training of personnel (full-time and supplementary)
 - 4. Supporting all other emergency functions
 - 5. Develop Warning plans and procedures for all identified hazards (See Basic Plan, II, A-3)
 - 6. Training Sky-warn spotters
 - 7. Develop dissemination procedures with communications
 - 8. Maintain and expand warning and alert devices (sirens, tone-activated receivers, etc.)
 - 9. Participate in Drills, Tests and Exercises
 - 10. Update and change plans as necessary
- C. Emergency Public Information (EPI)--County Commission, Public Information Officers

1. Pre-designate an information office which will be the point of contact for the media during disaster situations
2. Develop provisions with the various departments to coordinate the release of information to the public
3. Develop information authentication procedures
4. Develop procedures to clear information with the chief executive before release to the public
5. Develop procedures to utilize all news media for the release of information
6. Develop EPI's for all hazards identified in the Basic Plan under Situations and Assumptions, A-3
7. Develop Rumor Control procedures and plans
8. Conduct annual program to acquaint news media with emergency plans
9. Participate in Tests, Drills and Exercises
10. Revise and update plans as necessary

D. Damage Assessment--County Clerk/Assessor

1. Develop plans and procedures consistent with those of the State and Federal Government
2. Recruit and train personnel
3. During disaster operations, provide intelligence expertise to Direction and Control
4. During recovery supplement Federal and State officials, by assisting in damage estimation reports
5. Assist in Mitigation activities by identifying potential problem areas
6. Participate in Drills, Tests and Exercises
7. Change and update plans as necessary

E. Law Enforcement--County Sheriff, Police

1. Maintain Law and Order
2. Site Security and Access Control
3. Traffic Control
4. Crowd Control
5. Communications and Warning Support
6. RADEF Support
7. Fire and Medical Support
8. Develop liaison and coordination with other law enforcement groups
9. Develop and maintain plans and procedures as necessary
10. Participate in Drills, Tests and Exercises
11. Update and change plans as required
12. Develop training courses for auxiliaries and reserves

F. Fire Service--City/Rural Fire Departments

1. Control Fires
2. Conduct fire prevention inspections
3. Search and Rescue
4. Support traffic control, Health and Medical, Warning and Communications
5. Hazardous materials incidents
6. First Responder Medical Care
7. RADEF Support including decontamination
8. Develop plans when required or conditions change
9. Update plans when required or conditions change
10. Participate in Drills, tests, and exercises

11. Develop and conduct training courses in self-help fire prevention techniques
- G. Resource and Supply--County Auditor/Purchasing Agent
1. Maintain and update resource lists of supplies and personnel for use in disaster situations
 2. With the assistance of other department heads identify potential resources requirements
 3. Develop plans and procedures to ensure that adequate resources are available during or after a disaster to include the relocation of such resources following an evacuation
 4. Identify resource shortfalls and methods by which they can be alleviated
 5. Develop emergency shelter stocking plans
 6. Participate in Drills, Tests and Exercises
 7. Update plans as required or as local conditions change
- H. Hazardous Materials--LEPC Committee City/County Emergency Management Director
1. Maintain an accurate and responsive data bank for all vital information arising from a chemical release incident in or affecting Lafayette County.
 2. Identify personnel and equipment needs
 3. Recruit and train personnel
 4. Serves as the point of contact for Community Right-to-know
 5. Develop procedures for the relocation of excess RADEF instruments following a "crisis" evacuation
 6. Support Damage Assessment activities
 7. Develop with state officials a hazardous materials accident capability
 8. Work with area hospitals to ensure procedures are available (1) to handle contaminated patients and (2) decontaminate and isolate such patients
 9. Participate in Tests, Drills and Exercises
 10. Change plans and procedures as required

I. Public Works--County Road and Bridge Foreman/Municipal Public Works

1. Debris Removal
2. Garbage Disposal
3. Road and Bridge repairs
4. Emergency utility service to critical facilities
5. Restoration of normal utility service
6. Flood control and emergency snow removal
7. Damage Assessment
8. Support, Traffic Control, Resource and Supply, RADEF, and Health and Medical
9. Participate in Tests, Drills and Exercises,
10. Update and change plans as required

J. Evacuation--Sheriff/City and County Fire Departments, County Emergency Management Director

1. Develop plans for evacuation from one part of the county to another
2. Identify potential evacuation routes
3. Identify facilities or individuals with special "evacuation" needs (hospitals, nursing homes, invalids, etc.)
4. Identify "critical" facilities which must be kept in operation
5. Develop procedures for a continuous and orderly flow of traffic (breakdowns, rest areas, fuel supplies, etc.)
6. Participate in Tests, Drills and Exercises
7. Update and change plans as required
8. Develop and maintain EPI materials for the public

K. In-Place Shelters--County Emergency Management Director

1. Develop and maintain lists of identified fallout shelters
2. Assist in development of RADEF plans to include distribution of kits from bulk storage

3. Identify fallout shelters with inherent blast protection for use by key workers
 4. Assist in the development of a Crisis shelter stocking plan
 5. Develop procedures for marking unmarked shelters in a crisis period
 6. Assist state planners in allocation of people to fallout shelter
 7. Develop EPI's and keep them current
 8. Assist in developing plans for movement to shelters
 9. Participate in Drills, Tests and Exercises
 10. Update and change plans as required
- L. Reception and Care--American Red Cross/Division of Family Services/Civic Groups
1. Identify facilities that are suitable for temporary lodging and feeding facilities. Contact the owners/managers to ensure availability
 2. Develop procedures for the management of reception and care activities (feeding, registration, lodging, etc.)
 3. Designate certain facilities for lodging and institutionalized groups
 4. Develop and have available registration forms that contain pertinent data
 5. Assist in the planning to make food and water available
 6. Develop procedures to assist evacuees with medical problems
 7. Participate in Tests, Exercises and Drills
 8. Update and change plans as required
- M. Health and Medical--County Health Department
1. Develop procedures that provide for public health sanitation services during an "emergency"
 2. Coordinate disaster plans of local hospitals with this plan to include evacuation and care for those who cannot be evacuated
 3. Develop similar plans and procedures for nursing homes in the area
 4. Develop plans for mass inoculation against disease

5. Make provisions for expanded mortuary services
 6. Develop procedures to augment regular medical staff with other trained persons in the community
 7. Ensure that area hospitals have developed procedures to handle patients contaminated by radiological material
 8. Develop plans to provide medical care at reception centers should people be evacuated into the area
 9. Participate in Tests, Exercises and Drills
 10. Revise and update plans as required
- N. Terrorism Response--County Sheriff, City/Rural Fire Departments, County Health Department
1. Law Enforcement:
 - a. Manage the incident scene. Set-up IMS to manage/coordinate with other departments and agencies.
 - b. Respond to requests for support/assistance from other departments; local, state, and federal.
 - c. Provide security, maintain order, prevent unauthorized entry, control and re-route traffic and maintain open access/egress for authorized vehicles into the terrorist incident scene.
 - d. Assist in evacuation/in place protection notification of the affected area as requested by the EOC or the on scene incident commander.
 - e. Develop and maintain SOGs of duties, roles and responsibilities for any terrorism incidents involving CBRNE.
 - f. Ensure Scene Security and evidence preservation pending arrival of the FBI, and assist the FBI and other investigative authorities in determining responsibility.
 - g. Establish access control into and out of crime.
 - h. Provide security for Command Post and EOC.
 - i. Manage crowd control when necessary.
 2. Fire Department:
 - a. Respond to all reports of terrorist incidents to determine the nature and scope of

- the incident.
- b. Provide a representative to the EOC and coordinate with law enforcement and other agencies for support and resource requirements.
 - c. Establish site security areas and hazard exclusion zones in accordance with established procedures and guidelines.
 - d. Determine the nature of the incident.
 - e. Provide information on hazardous material/evaluation and environmental damage assessment.
 - f. Develop and maintain internal guidelines to identify specific roles and responsibilities of fire service personnel in each of the major terrorism incidents CBRNE.
 - g. Keep the EOC informed.
3. Health Department:
- a. Provide personnel safety information to the EOC.
 - b. Provide an environmental analysis, with help from the Missouri Department of Health and Senior Services and the Center for Disease Control. Coordinate with the County Health Director on all health issues. The County Health Director is responsible to determine the health risk, and recommend epidemiological and toxicological solutions to deal with public health issues involved in a terrorist incident. (See Annex M)
 - c. Monitor response personnel and general public exposure to chemical, biological, and radiological agents.
 - d. Monitor and track potential victims.
 - e. Provide information regarding exposure and treatment to potential victims and workers.
 - f. The County Health and Medical Director or a designated representative will assist the

PIO on Health and Medical issues and in broadcasts concerning public and individual health issues.
 - g. Keep the EOC informed.

EMERGENCY (DISASTER) CLASSIFICATION AND CONTROL PROCEDURE

I. PURPOSE

To establish emergency/disaster classification and control procedures for county/city officials and emergency response personnel during periods of emergency/disaster.

II. EMERGENCY CLASSIFICATIONS

- A. Category I Emergency is an occurrence that can be handled routinely by one or more departments within the county/city. It has the potential to require resources in excess of those available to the responding agency (ies) through mutual aid agreements, etc., to bring the situation under control.
- B. Category II Emergency is an occurrence that requires a major response and the significant commitment of resources from several governmental agencies, but will still be within the capabilities of local resources to control. (Example: localized flooding, isolated tornado damage, major hazardous materials incidents).
- C. Category III Emergency is an occurrence that requires an extensive response and commitment of resources from all departments/agencies and could necessitate requesting outside assistance from state and federal agencies. (Example: earthquake, major tornado damage over large areas with extensive casualties, extensive flooding or any incident requiring an evacuation of a significant sized area).

III. RESPONSE PROCEDURES

DISASTER CATEGORIES

Category I: Normal response to an emergency

Criteria: Should not exceed any of the following – if it does, go to the next higher category

- 1a. County Budget Realignment: not required
- 1b. Emergency Fund Expenditure: none
- 2. Number of Victims: 0 – 10 persons
- 3. Number of Deaths: 0 – 5 persons
- 4. County Paid Employees (non-first responders) Responding: 0 – 2 persons
- 5. National Guard: Not required

6. Special State & Federal Assistance: Not required
7. Emergency Operations Center Activation: not required
8. Notification of Non-First Responders: partial (see special information about the specific hazard)
9. City/County Non-First Responders Resources: the equivalent of one major piece of equipment (e.g., dump truck, tractor)
10. County Mutual Aid Pact Activation: Not required
11. Evacuation: Not required and 100% sure it will not be required later
12. Number Disaster Workers: 1 – 49 persons
13. Damage Assessment: American Red Cross/County Clerk

Activators: Supervisor Level

1. County Emergency Management Agency Officer
2. Office of County Commission
3. County Department Supervisor or Higher Ranking Person
4. Highest Ranking Sheriff's Dispatcher on Duty
5. Highest Ranking Fire District Person on Scene or Higher Ranking Person
6. Highest Ranking Ambulance Person on Scene or Higher Ranking Person
7. Incident Commander

Hazard Examples

1. Wrecks
2. House Fire
3. Minor Hazardous Materials Incident
4. Minor Winter Storm
5. Severe Weather Watch or Warning

Category II: Non-major disaster

Criteria: Should not exceed any of the following – if it does, go to next higher category:

- 1a. County Budget Realignment: not required
- 1b. Emergency Fund Expenditure: \$1,000
2. Number of Victims: 11 – 29 persons
3. Number of Deaths: 6 – 10 persons
4. County Paid Employees (non-first responders) Responding: 3 – 10 persons
5. National Guard: not required
6. Special State & Federal Assistance: not required
7. Emergency Operations Center Activation: partial (see special information about the specific hazard)
8. Notification of Non-First Responders: partial (see special information about the specific hazard)
9. County Non-First Responder Resources: the equivalent of 2 – 3 major pieces of equipment
10. County Mutual Aid Pact Activation: required
11. Evacuation: yes, or not 100% sure it will not be required
12. Number Disaster Workers: 50-100 persons
13. Damage Assessment: American Red Cross and Director of Assessment

Activators: Policy maker level (sheriff's office dispatchers should log when the verbal declaration was made and by whom)

1. Emergency Management Director
2. Office of County Commissioner
3. County Department Head
4. Incident Commander

Hazard Examples

1. Major Hazardous Materials Incident

2. Minor Flood
3. Sever Weather
4. Small Tornado
5. Major Winter Storm

Category III: major disaster

Criteria:

- 1a. County Budget Realignment: required
- 1b. Emergency Fund Expenditure: more than \$1,000
2. Number of Victims: 30 or more persons
3. Number of Deaths: 11 or more persons
4. County Paid Employees (non-first responders) Responding: 11 or more persons
5. National Guard: required
6. Special State & Federal Assistance: required
7. Emergency Operations Center Activation: Full (see special information about the specific hazard)
8. Notification of Non-First Responders: Full (see special information about the specific hazard)
9. County Non-First Responder Resources: The equivalent of 4 or more major pieces of equipment
10. County Medical Aid Pact Activation: Required
11. Evacuation: Required
12. Number Disaster Workers: 101 or more persons
13. Damage Assessment: American Red Cross and Director of Assessment

Activators: Chief Executive Officer level

1. County Presiding Commissioner/Executive (who must sign a disaster declaration)

Hazard Examples

1. Earthquake
2. Major Flood
3. Large Tornado

SPECIAL INFORMATION ABOUT SPECIFIC HAZARDS

The actions described below would normally be accomplished by sheriff's office dispatchers.

Category I:

House Fire: If the incident commander indicates that the house was inhabited and victims lost food or clothing or if they will not be able to spend the night in the house, notify the American Red Cross.

Minor Hazardous Materials Incident: If the incident involves radiological materials, notify the EMD who will notify the RADEF Officer and who will cause the radiological check-list sheet to be accomplished. The RADEF Officer will contact the County RADEF Team.

Severe Weather Watch or Warning: Broadcast the watch or warning on the sheriff's primary, fire dispatch, ambulance dispatch, and highway department frequencies. If it is a tornado warning, local EMA personnel will cause appropriate sirens to be activated in accordance with their jurisdictions warning system. Notify the EMD who will notify an amateur radio operator to man the EOC and who will activate appropriate spotter networks. EMD will specify when the EOC will be activated.

National Security Alert: Broadcast the alert and sound sirens as with a severe weather watch or warning. Notify the EMD who will cause the actions on the appropriate check-list to be accomplished and who will notify the RADEF Officer.

Subsidence, Civil Intervention, Law Enforcement Support: Notify EMD.

All Hazards: At the request of the incident commander, contact the American Red Cross and request refreshment support of the disaster workers.

Category II:

All Hazards: Notify the EMD who will determine if the EOC needs to be activated, who will contact others who need to be present at the EOC, and who will contact the Office of the County Commission. Notify the appropriate ambulance district, the appropriate fire district, the sheriff's office, the American Red Cross, and an amateur radio operator and request they immediately send a manned unit to the incident commander's location to establish a command post (the incident commander has the authority to modify this list of responding units to fit the particular hazard). If time is of the essence, the EMA Coordinator will direct dispatchers at the EOC to notify those who need to be present.

Category III:

All Hazard: Same as Category II.

PROCEDURES FOR REQUESTING STATE AND FEDERAL ASSISTANCE

Assistance from other agencies, such as the Department of Conservation, Department of Natural Resources, U.S. Army Corps of Engineers, etc. can be requested directly by calling the appropriate agency (see Attachment A to this appendix). State assistance may also be requested through SEMA.

A. SEMA Notification

1. SEMA has a 24-hour Duty Officer to request assistance in a disaster or emergency situation: (573) 751-2748.
 - a. During working hours, your call will be answered by EOC personnel on duty.
 - b. After working hours, leave your name and a call-back number. Your call will be returned by the duty officer.
2. If the telephone lines are down, the Duty Officer may still be contacted. The Missouri State Highway Patrol can relay the information to Troop F in Jefferson City by radio. During working hours, the Missouri Uniform Law Enforcement System (MULES) can also be used to transmit messages to the MULES terminal in the State Emergency Operations Center.

NATIONAL GUARD ASSISTANCE

B. General Facts

1. Requests for such assistance can only be made by the chief elected official or his/her successor as outlined in this plan (see Part VI of the Basic Plan, Continuity of Government).
2. Requests should only be made after local resources are exhausted.
3. The State Emergency Management Agency (SEMA) should be informed prior to making such a request.

C. Procedures

1. Analyze the situation to determine:
 - a. If threat to life or property still exists.
 - b. To ensure all local resources are committed.
2. Make the request directly to the Governor through SEMA by the quickest means

possible. If the telephone or radio is used, a hard copy should follow.

3. Await reply.

Attachment A
Appendix 4 to the Basic Plan

CONTACT NUMBERS

U.S. ARMY CORPS OF ENGINEERS

Chief of Emergency Management Division
Kansas City District
Office: (816)426-6135
Home: (913)478-3527
FAX: (816)426-6138
24 Hour Number: (816)426-6320

NATIONAL WEATHER SERVICE

Chief Meteorologist: (816)987-6125 or (816)987-5147

NATIONAL RESPONSE CENTER

For hazardous chemical and oil spills
1(800)424-8802

U.S. ENVIRONMENTAL PROTECTION AGENCY

(816)374-3778

U.S. COAST GUARD

Commander, Second Coast Guard District
1222 Spruce Street
St. Louis, Missouri 63103-2832
(314)539-3706 or 3707
FTS 262-3706 or 3707

CHEMTREC

1(800)424-9300

MISSOURI DEPARTMENT OF NATURAL RESOURCES

Environmental Response Office (24 hour)
(573) 634-2436

MISSOURI DEPARTMENT OF TRANSPORTATION, District 4

District Engineer
5117 East 31st Street
Kansas City, Missouri 64128
(816)922-6426

OTHER ASSISTANCE

AMERICAN RED CROSS

Emergency Services Director
Greater Kansas City Chapter (Zone 7)
Work (816)931-8400 Ext. 212
FAX (816)531-7306

MISSOURI PILOTS ASSOCIATION (MPA)

President
Work (417)334-3241
Home (417)538-4115

Secretary
(816)356-4669

EMA Coordinator
(417)338-2225

**EMERGENCY GOVERNMENT PROCLAMATION OF STATE OF EMERGENCY IN
LAFAYETTE COUNTY, MISSOURI**

WHEREAS, Lafayette County, Missouri, has encountered _____ conditions, and a threat exists to the lives and property of the people of Lafayette County, Missouri and;

WHEREAS, that areas within the boundaries of Lafayette County, Missouri, are immediately threatened with _____ and curtailing the protection of the lives and property contained in Lafayette County, Missouri, and an emergency exists:

NOW THEREFORE, we _____, County Commission, Lafayette County, Missouri, hereby declare that a state of emergency exists in Lafayette County, Missouri, and we hereby invoke and declare in full force and effect in Lafayette County, Missouri, all laws, statues, of the State of Missouri, and the County of Lafayette, for the exercise of all necessary emergency authority for the protection of the lives and property of the people of Lafayette County, Missouri, and the restoration of local government with a minimum of interruption.

As pursuant with Chapter 44 of the Revised Missouri State Statutes, and Court Orders as pertinent to:

All public offices and employees of Lafayette County, Missouri, are hereby directed to exercise the utmost diligence in discharge of duties required of them for the duration of the emergency and in the execution of emergency laws, regulations, and directives, state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and the Lafayette County, Missouri, Emergency Management Agency forces in executing emergency operational plans, and to obey and comply with the lawful directions of properly identified public offices.

In witness, we have hereunto set our hand at _____ hours, the _____ day of _____, 20__A.D.

Presiding Commissioner

County Clerk

Appendix 6 to the Basic Plan

HAZARD ANALYSIS

This appendix is designed to provide an overview of the hazards that could affect Lafayette County. In general, hazards can be placed into two (2) categories: natural and technological/man-made hazards.

NATURAL HAZARDS

- Tornado Since Missouri lies in the heart of the nation's "tornado alley"; its residents are particularly vulnerable to tornadoes. Seventy percent (70%) of Missouri's tornadoes occur during the months of March, April, May and June, but a tornado can occur at any time of the year.
- Winter Storms Although excessive snowfalls with prolonged severe cold or storms producing blizzard conditions are rare in Missouri, they do occur.
- A large winter storm accompanied by severe cold could cause numerous secondary hazards such as power failures, fuel shortages, and transportation incidents.
- Floods Lafayette County participates in the National Flood Insurance Program. The county entered this program in September, 1988. Flood plain maps of the unincorporated areas of the county have been developed and are kept on file with the Lafayette County Department of Planning and Zoning. The date of the current map is September 4, 1988.
- Earthquake Although earthquakes in the Midwest occur less frequently than on the west coast, the threat of an earthquake affecting Missouri is high. For more information, see Attachment A to this appendix.
- Other Additional natural hazards that could affect Lafayette County include: wildfires, drought, sleet and hail, high winds, excessive rain and lightning.

TECHNOLOGICAL/MAN-MADE HAZARDS

Hazardous Materials
Incidents

Lafayette County is prone to hazardous materials incidents from both fixed facilities and transportation accidents (highway,

waterway, and railway) including pipeline ruptures. (For additional information, see Annex H).

Dam Failure

Lafayette County could be vulnerable to the effects of a levee or dam failure. Most of the dams identified in the county are small and pose no major threat. Dams located outside of Lafayette County could also have an impact here.

Power Failures

The loss or interruption of power can cause significant problems for the businesses and residents of Lafayette County. Power failure can result from another disaster (i.e., tornado, winter storm) or it can occur on its own.

Transportation Incidents

Lafayette County is vulnerable to incidents involving highway, water, or rail travel. Accidents involving vehicles carrying large numbers of people (i.e., buses, boats, planes, etc.) can cause an emergency/disaster situation for the jurisdiction affected.

Urban Fire

Fire is the primary cause of accidental death in the United States, surpassing floods, automobile accidents and other disasters. Twenty (20) times more deaths are caused by fire than by floods, hurricanes, tornadoes and earthquakes combined. Fires may be accidental or intentional and have the potential to cause major conflagrations, leading to secondary hazards, such as a hazardous materials incident.

Terrorism

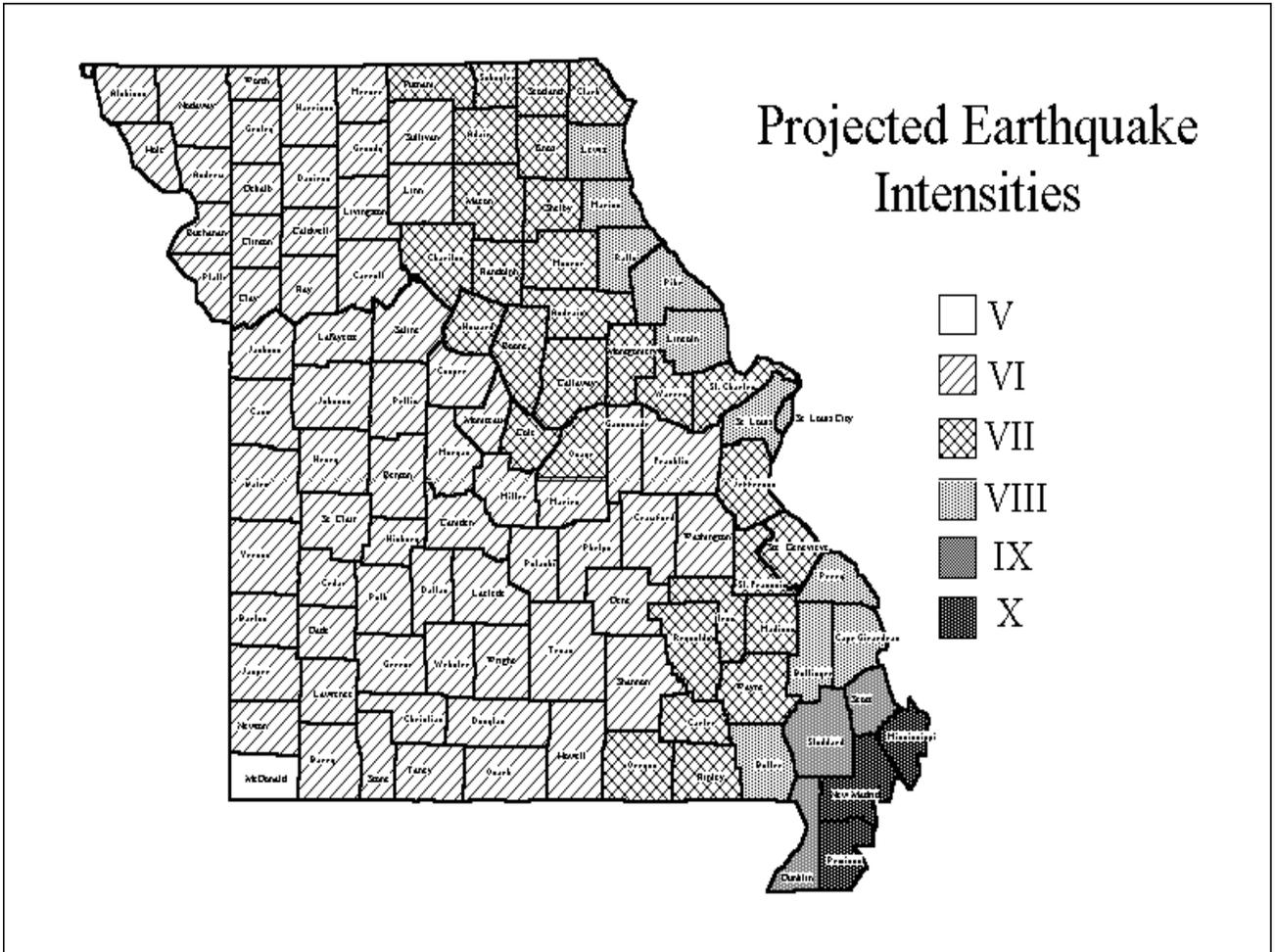
Lafayette County, like any other area in the country, is vulnerable to a terrorist attack. An attack of this nature can come in many different forms — bombings, tampering with the local public works/utilities infrastructure, etc.

EARTHQUAKE RESPONSE

- A. The New Madrid Seismic Zone is centered in southeast Missouri and northeast Arkansas, but extends into parts of Illinois, Indiana, Kentucky, Mississippi and Tennessee. The region is considered to pose the greatest danger in the United States and has the highest seismicity level of any area east of the Rocky Mountains. Due to the geology of the area, damages could be spread over a large area of the central United States.
- B. Addendum 1 to this attachment illustrates the projected Modified Mercalli intensities for Missouri should a 7.6 magnitude earthquake occur anywhere along the New Madrid Seismic Zone. Lafayette County can expect to feel the effects of a VI intensity on the Modified Mercalli scale. (See Addendum 1 for a list of these effects.)
- C. Earthquakes are more likely to hinder emergency operations than most other disasters or emergencies (i.e., difficulties coordinating services and acquiring resources could be much more critical).
- D. A moderate to major earthquake along the New Madrid Seismic Zone could cause injuries and casualties, as well as serious damage to highways, bridges, communications, and utilities.
- E. A seismic event could trigger numerous secondary hazards, such as fires, landslides, flooding, explosions, dam failures, and hazardous materials incidents.
- F. An earthquake along the New Madrid Seismic Zone could quickly overwhelm a jurisdiction's ability to adequately respond to the situation.
 - 1. Access to and from the damaged area may be severely restricted for hours at least, if not days.
 - 2. Communications and life-support systems may be severely hampered or destroyed.
 - 3. Seismic-caused ground motions and its resulting damages may vary within a geographical region. There could be heavy damage in one area and only slight damage in another area.
 - 4. Initial reports of the earthquake may not reflect the true nature of the problem.

5. A catastrophic earthquake would result in an immediate declaration of a “State of Emergency” by the Governor, followed later by a Presidential Disaster Declaration. This would allow state and federal emergency operations to begin.
6. Local jurisdictions may have to operate independently with no outside assistance for the first 72 hours after the earthquake, before state and federal assistance arrives.

Attachment B
 Appendix 6 to the Basic Plan
PROJECTED EARTHQUAKE INTENSITIES



This map shows the highest projected Modified Mercalli intensities by county from a potential magnitude 7.6 earthquake whose epicenter could be anywhere along the length of the New Madrid Seismic Zone.

Lafayette County is located in an area rated as having a potential for Intensity Level VI.

Earthquake effects – Intensity VI: Everyone feels movement. Poorly-built buildings are damaged slightly. Considerable quantities of dishes and glassware, and some windows, are broken. People have trouble walking. Pictures fall off walls. Objects fall from shelves. Plaster in walls might crack. Some furniture is overturned. Small bells in churches, chapels, and schools ring.